

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

Attendance & Call to Order:

Ch. Montgomery called the meeting to order at 6:35 p.m. and asked if anyone present wished to record the meeting. WestCat TV was present, requested and was granted permission to record the meeting.

Present: other Planning Board members: Jack Wiggin, Steve Olanoff, Steve Rafsky and Chris Pfaff. Also present: Town Planner Nora Loughnane, and Planning & Land Use Specialist Janice Barba, who recorded the minutes.

Consideration of Partial Release of Funds Pursuant to Tri-partite Agreement for Philips Estate

Presentation

Ms. Loughnane informed the board that PJMJ has requested another release of funds held under the tri-partite agreement for Philips Estates, to reduce the balance of the tri-partite agreement from \$140,342.84 to \$78,935.45. Chris Gallagher has reviewed and approved this request and provided a memo to Ch. Montgomery and Exhibit A – Estimate of Construction Costs, to accompany the Partial Release of Funds. Margery Eramo Young of PJMJ was present at the meeting to answer questions of the board.

Board Discussion/Comments & Questions:

A few brief questions were asked by board members that were answered by both Ms. Loughnane and Ms. Eramo Young.

Public Comment:

None.

Motion/Action Taken:

Upon a motion by Mr. Pfaff and seconded by Mr. Wiggin the board voted unanimously in favor to endorse the release of funds held under the tri-partite agreement for Philips Estates, reducing the balance of the tri-partite agreement from \$140,342.84 to \$78,935.45.

UAMUD Project Development Review Application for Bridges by Epoch Assisted Care Facility – University Avenue

Presentation

Paul Cincotta of New England Development was present to give a summary of outstanding Project Development Review comments for Bridges, based on the peer review done by BETA.

- All of the individual sheets with open items identified by BETA's peer review have been resolved.
- B1 & B7 – Renderings were emailed to the Town and Steve Senna from Epoch will present the materials board tonight to the Planning Board, following this update.
- SD2 – Modify curb lines to accommodate truck turns: Mr. Cincotta reported that curb lines have been adjusted. Left WB-50 turn to the "future" western drive into the village has not been analyzed as there is a straight curb shown in this location. This turn will be analyzed once the layout is understood. Also, as 24' driveway width is sufficient in this temporary condition. A wider drive will be provided if warranted by future Village layout.
- V2- Board Discussion RE: Sidewalk along Railroad Right of Way: Continued discussion tonight on pedestrian walk between railroad tracks and eastern boundary. The proposed vegetation has been removed between the walkway edge and the railroad tracks making it appear more open.

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

Board Discussion/Comments & Questions:

- Will there be a fence between the railroad right of way and the property line? (Yes, a solid board fence will be installed on top of the retaining wall and a chain-link fence on the other side.)
- A board member said that this pedestrian path is an important connection to the rest of the project and that it should be fixed and not eliminated.
- Another board member commented that he considers this location to be more of a service area/alley and not the safest or preferred location for a pedestrian walkway. The proposed eight-foot high fence will block any view of pedestrians walking there.
- There was a majority consensus amongst the board that this pedestrian pathway should be eliminated from the plans.
- Ms. Loughnane noted that any changes made to this area would involve a minor modification to the Master Plan as it is outside the application for PDR for Bridges.
- The developer and commented that this is the best place for the service side of the building and not necessarily a pedestrian path. A suggestion was made to install rip rap and chain-link fencing, attached to the railroad fence to discourage pedestrians.
- Ms. Loughnane commented that until future village development occurs beyond Bridges there is no pedestrian activity expected in this area.

Steve Senna, Epoch Assisted Living - Materials Board Presentation:

- Displayed a combination of materials including: clapboard and shingle siding, trim. Stone veneer will be used on the bottom half of the façade on the front, ground floor.
- Displayed examples of the proposed windows; double-hung, fiberglass and highly energy efficient. An interior sash will be added for acoustics.
- Displayed roofing sample –majority will be composite architectural shingles. There will also be a flat, rubber membrane roof and decking.
- A decorative chimney and flagpole have been added to one end of the building creating a focal point.

BETA Peer Review Report on PDR for Bridges:

Merrick Turner was present and gave a brief overview of the findings and recommendations report, which is available with these minutes. While Mr. Turner commented that he is generally very satisfied with the project, he highlighted a few remaining issues which were not fully addressed in the latest submission.

- In the final conditions, 26' driveway widths will be required; though in the interim 24' wide will be accepted as a short term condition while it remains a driveway and not yet a roadway.
- As the Village develops, more analysis of this area will be required.
- Peer Reviewer Mike Sinesi of KAO Design Architecture was present and commented that he said the materials presentation of the exterior was as expected.

Board Discussion/Comments & Questions:

- A board member had a few questions about sidewalks and crosswalks placement and whether there will be curb cuts on the driveway. (Nate Cheal from TetraTech responded that the south side of the driveway will be fixed with vertical concrete curbing most of the way down, with the exception of the installation of a handicapped ramp.)
- A board member requested clarification about whether dog walking be allowed in the wellhead park. (Ms. Loughnane said that dog walking will not be allowed in the park and doggie waste stations will be located outside of the park.) Mr. Senna said that the policies and procedures of Epoch Senior Living do not outright prohibit dogs and cats but residents will be given the rules about the prohibited activities in the wellhead park.)

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

Public Comment:

None.

Motion/Action Taken:

Mr. Dan Bailey provided the official wording of the Motion, which was made by Mr. Rafsky, seconded by Mr. Wiggin. There were three votes in favor, one opposed and one abstention. (See attached original motion.)

Ms. Loughnane noted that the conditions of this Project Development Review Approval for Bridges by Epoch will be identified in the Board's Decision, addressing any remaining issues or concerns as well as the standard conditions. A draft will be prepared for the board's consideration.

Update on University Station Development – Focus on Roadway and Intersection Design and Construction, and Canton/Everett/Forbes Traffic Calming

Presentation

Town Engineer Jeff Bina was present to update the board.

- Rosemont Road has been fully constructed to binder asphalt level along with sidewalks and granite curbing. All new utilities have been installed in the road. Temporary traffic lights are in place and it is expected that the DPW will open the road on Thursday or Friday of this week.
- University Avenue construction plans: will start in April.
- University Avenue and Canton Street intersection: Plans are at 80% completion. These plans will be reviewed by VAI Associates and BETA Group. Final plans will be stamped and put out to bid in March.
- Blue Hill Drive and University Avenue Mass DOT Project: A public meeting is scheduled for February 27th at the Library to reveal these plans and to accept comments on.
- Canton/Everett/Forbes Traffic Calming Project plans are at about 90% submittal. A public meeting has been scheduled on February 12th to present the project to the County Commissioners. Median islands, horizontal alignment changes, stop signs, striping and other techniques will be utilized.

Board Questions & Comments:

- Have these techniques been publically discussed? (Yes, last year.)
- Have neighbors/abutters been given any information on these plans and if so will they be allowed to provide their feedback? (Mr. Bina said these plans have not been presented in a public format yet. Dan Bailey responded that there is an awareness that neighbors need to be educated and provided with information on this traffic calming plan and this will likely happen in a separate forum.)
- What is the difference in the town's involvement on the University Avenue side of the Blue Hill Drive side and the Canton Street side? Is Westwood controlling more of the Canton St. side? How is the Section 61 Decision coming together?
- Mr. John Twohig stated that the FONSI (Finding of No Significant Impact) got issued in December and the Section 61 Decision came in January. The drawings are at 75% completion. Comments on the closeout memo – are being coordinated and will be incorporated as it is a Mass DOT project. Internal discussions on construction should happen at the town level first and then coordinated with in a full presentation to the Planning Board from MASSDOT.
- What will happen off I-95 regarding staging, etc.? (Mr. Twohig said construction sequencing plans will be available in the next couple of weeks and over the next couple of months.)
- The ramp will be created in a few stages in order to create the traffic-stacking distance

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

needed.

- Is the Town of Dedham's approval of University Avenue reconstruction plans related to the March 2015 opening? (No. This part of construction is not part of the first sequence of the project.)
- Mr. Twohig said that there will be four continuous construction sequences that will be presented to the Planning Board.
- Mr. Bailey said if the Blue Hill Drive construction is not ready then the developer will have to satisfy the town with other mitigation.
- Mr. Rafsky said that he is not sure that the town's plans are consistent with what the neighbors want. (Mr. Bina said the town is seeking approval of all seven mitigation treatments but agreed that fewer treatments will likely be used.)
- Mr. Olanoff cautioned the public that often times Mass DOT will not entertain two-way conversations at this meeting.
- Is the town's website being updated with all University Station roadway construction updates? (Ms. Loughnane said that the website is currently being edited by the information technology department to make the site more user-friendly and that monthly construction progress updates with photos have been posted.)
- When will University Avenue be restriped? (Mr. Bina said that a stop line and crosswalk on the bypass road will be restriped this week.)

Public Comments:

Pam Peckinpaugh, 209 Whitewood Rd. asked that the public hearing at the library gets published on the town web site as many homes have changed hands and some new residents may not be aware of these plans. She has a question about parking on Whitewood Road; when will the new sound wall go up? She had a question about where the cul-de-sac will be.

Motion/Action Taken:

None needed.

Public Hearing to Consider Application by Bell Atlantic mobile of MA, Corp., LTD, d/b/a Verizon Wireless, for EIDR Approval of a Wireless Communication Facility Pursuant to Sections 7.3 & 9.4 of the Westwood Zoning Bylaw – Westwood Business Center, 690 Canton Street

Ch. Montgomery opened the hearing by reading the legal notice of public hearing at approximately 8:11 p.m.

Presentation

Attorney Earl Duval was present on behalf of Verizon Wireless and gave a brief summary of the project.

- Nine existing antennas are to be removed and replaced with nine new antennas with three new remote radio heads mounted behind the antennas on ballast mounts.
- New junction box/DC surge protector will be mounted on the building penthouse, and additional hybrid cables will be mounted inside the existing rooftop mounted cable tray on the roof at the Westwood Business Centre.
- No increase to the total number of the twelve (12) antennas and no changes to the location or size of the basement equipment room.
- All proposed replacement antennas will be designed to match the existing antennas and mounts and will be substantially similar to the dimensions of the existing antennas that will be replaced.

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

Board Discussion/Comments & Questions:

- Minor questions were asked and answered by the attorney.

Public Comment:

None.

Motion/Action Taken:

Upon a motion by Mr. Rafsky and seconded by Mr. Pfaff, the board voted unanimously in favor to approve this application subject to the standard conditions.

Upon a motion by Mr. Rafsky and seconded by Mr. Pfaff, the board voted unanimously in favor to close this hearing.

Modifications to USROD Special Permit for Colburn School Building – 668 High Street

At the last meeting of the Planning Board on January 14th, the board granted a minor modification of the USROD SP for the Colburn School to permit the addition of a parapet wall on the roof of the building addition to obscure the view of several roof top mechanical units. The board asked that the applicant appear at this meeting to discuss changes in curbing in the area of the dumpster.

- Ms. Loughnane informed that no one from the Applicant's team was available to attend the meeting tonight.
- There are some concerns about light levels associated with the drive-through area. The non-recessed overhead lights are illuminated throughout the night and are spilling onto abutting properties.
- Abutter Rob Malster, Gay Street showed board members pictures of the light spillage onto his property. He asked why light shields were never installed, in accordance with the Decision.
- Ms. Loughnane informed the board and Mr. Malster that the applicant is in the process of fabricating ten light shields to be attached to the light fixtures on the ceiling of the canopy and has discontinued the use of the overhead lights until that installation is complete. In addition, all other parking lot lights will be also shielded.
- An additional concern was raised about the use of the internally lit lettering on the signs for the drive-thru window and drive-thru ATM & Open/Close sign. The Historical Commission expressed that the existing signs detract from the historical character of the building. (A sunglass screen may be installed to decrease the brightness in the day and increased in the night.)
- Discussion continues on the appropriate treatment for the handicapped railing near the bank entrance closest to High Street.
- Ms. Loughnane said that she expects to receive revised plans for the dumpster pad and surrounding curbing.

Board Discussion/Comments & Questions:

- Have the drainage issues been resolved? (No, but when the curb is cut this will resolve drainage issues.)
- The curbing around the concrete pad will be removed and the dumpster will be enclosed with a solid enclosure.
- Minor questions were asked that need to further addressed at the next meeting.

Public Comment:

(Rob Malster – see above.)

Motion/Action Taken:

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

Upon a motion by Mr. Olanoff and seconded by Mr. Wiggin, the board voted unanimously in favor to allow the curb removal around the dumpster.

Continuation of Public Hearing regarding the revision of various sets of existing Planning Board rules, regulations, standards and guidelines, and the adoption of new sets of rules, regulations, standards and guidelines.

Ms. Loughnane informed the board that Phil Paradis is still awaiting board members' comments on proposed revisions to the Subdivision Regulations. He is prepared to discuss any proposed revisions with the board and to make any necessary final changes prior to the board's adoption of the revised Subdivision Regulations.

Board Discussion/Comments & Questions:

- A board member asked Ms. Loughnane what her opinion is of the proposed subdivision rules and regulations. (Ms. Loughnane said it directs developers to construct roadways the way the board wants as opposed to having standards that cannot be met and end up being waivers.
- A board member commented that he believes there should be sidewalks on both sides of the street.
- A board member thinks the changes to the subdivision rules and regulations seem to encourage more density in land that wouldn't have been developable.
- A board member asked why cluster development has not been popular.
- Ms. Loughnane suggested lengthening the streets between intersections.

Public Comment:

None.

Motion/Action Taken:

Upon a motion by Mr. Wiggin and seconded by Mr. Olanoff, the board voted unanimously in favor to continue this hearing until February 11th at 7:30 p.m.

New Business – Reserved for topics not reasonably anticipated to be discussed.

Adjournment

Upon a motion by Mr. Rafsky and seconded by Mr. Wiggin the board voted unanimously in favor to adjourn the meeting at 9:40 p.m.

Upcoming Meetings:

Wed., Jan 29 th	7:30 pm	Fincom Meeting, Westwood Library, 660 High Street
Tues., Feb. 11 th	7:30 pm	Planning Board Meeting, CMR, 50 Carby Street
Mon., Feb. 24 th	7:30 pm	Fincom Hearing, Westwood Library, 660 High Street
Tues., Feb. 25 th	7:30 pm	Planning Board Meeting, CMR, 50 Carby Street
Mon., Mar. 24 th	7:30 pm	Fincom Hearing, Westwood Library, 660 High Street

**Westwood Planning Board
Meeting Minutes
January 28, 2014
50 Carby Street
6:30 PM**

List of Documents:

Bridges at University Station PDR, 01-28-14 Meeting, PPT Presentation	PDF
Ltr. to Bruce Montgomery, from BETA: Report on PDR Bridges at University Station 01-24-14	
Colburn School Plans: C-4 Layout & Materials Plan	PDF
Ltr. to Bruce Montgomery, from C. Gallagher, DPW, 12-31-13, Partial Release of Subdivision Bond and Pg. 2 Estimate of Construction Costs	PDF
Memo to Town Planner from J. Bina Town Engineer, 12-06-13 RE: Comments on PDR Bridges at University Station	PDF